

Agenda Item Form

Agenda Date: 04/27/04

Districts Affected: All

Dept. Head/Contact Information: Human Resources, Terry Bond, (915) 541-4509

Type of Agenda Item:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____ | | |

Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☐ Other Source: _____

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): Lupe Cuellar ☒ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

The City is required to submit an Equal Employment Opportunity Plan (EEOP) with the Office of Justice Programs as part of our federal funding requests for Police Department grants. The item has been sent to the Civil Service Commission for review and needs Council approval authorizing the Mayor's signature. The plan has been approved in draft form by the Department of Justice, pending the Mayor's certification.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:
N/A

Statutory or Citizen Concerns:

None anticipated

Departmental Concerns:

None anticipated

98 4 04 12 00 00
CITY CLERK DEPARTMENT

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor and City Council approve the Equal Employment Opportunity Plan for the City of El Paso.

PASSED AND APPROVED this 27th day of April, 2004.

THE CITY OF EL PASO

Joe Wardy
Mayor

ATTEST:

Richarda Duffy Momsen, City Clerk

APPROVED AS TO FORM:

Lupe Cuellar
Deputy City Attorney

APPROVED AS TO CONTENT:

Terry A. Bond
Human Resources Director

APPROVED BY THE CIVIL
SERVICE COMMISSION:

Date: _____

By: _____
Secretary

Human Resources Department

MEMORANDUM

April 15, 2004

To: Civil Service Commissioners

From: Terry A. Bond, Human Resources Director *T. Bond*

Re: Request Approval of Equal Employment Opportunity Plan

Cities with more than 50 employees and receiving financial assistance from the Office of Justice Department Programs (OJP) in excess of \$500,000 per year are required to submit an Equal Employment Opportunity Plan (EEOP) to the Office for Civil Rights, Office of Justice Programs for review. "The purpose of the EEOP is to insure full and equal participation of men and women regardless of race or national origin in the workforce of the recipient agency." The EEOP provides a statistical profile of the work force by race, sex and national origin. It identifies problem areas in employment practices and procedures and specifies corrective action when warranted.

The EEOP shows the City's success in achieving its objectives for hiring and retaining Hispanic Females in the Officials and Administrator category and the Professional Category. Success was also shown in achieving desired representation of White Females in the Paraprofessional category, since our last submission in 2002. The City's workforce continued to successfully reflect the community's representation for Minority Males in all categories. Remaining objectives and steps for Female recruitment and retention are detailed in the proposed plan

The attached document was developed, reviewed and approved through cooperative work of Police, Legal and Human Resources Departments. The instructions allow the use of the 1990 census data for plans submitted this fiscal year and is therefore consistent with our EEO-4 reporting which also required the 1990 census be used for the current year and serves as the basis for this report as well. The draft document you are considering has been reviewed and deemed acceptable by the Department of Justice.

We are seeking the Civil Service Commission's input and recommendation. The document will be placed on City Council's April 27, 2004, agenda. A signed copy of the final plan is anticipated by the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice on May 7, 2004.

TB: SB
Attachment

CITY OF EL PASO



Equal Employment Opportunity Plan

April 27, 2004

**CITY OF EL PASO
EQUAL EMPLOYMENT OPPORTUNITY PLAN
SHORT FORM**

Grant Title(s): Airport Task Force 2003
Source City 2003
Stash House 2003
Multi 2003
Intelligence 2003
GRAB 2003
Transportation 2003
(continued on next page)

Grantee Name: City of El Paso

Contact Persons: Jim A. Martinez
(915) 541-4844
Elaine Hengen
(915) 541-4550
Terry A. Bond
(915) 541-4509

VENDOR # XXXXXXXXX

Grant Number(s):

I3PSWP574
I3PSWP574
I3PSWP574
I3PSWP574
I3PSWP574
I3PSWP574
I3PSWP574

Grant Amounts:

\$ 871,387
\$ 178,350
\$ 367,188
\$ 194,798
\$ 134,206
\$ 92,616
\$ 7,501

(continued on next page)

Date and Effective duration of EEOP: (Two Years)

Certification Statement:

I, Joe Wardy, Mayor, certify that the City of El Paso has formulated an Equal Employment Opportunity Plan in accordance with 28 CFR 42.301, et seq., subpart E, that it has been signed into effect by the proper authority and disseminated to all employees, and that it is on file in the office of Terry A. Bond, Human Resources Director, the cognizant State planning agency or the Office for Civil Rights, Office of Justice Programs as required by relevant laws and regulations.

Mayor Joe Wardy

Date

Address: #2 Civic Center Plaza
El Paso, Texas 79901

(Continued from Previous Page)

Grant Title(s):	HIDTA Multiple Initiatives
	COPS Universal Grant FY '02
	COPS Universal 50
	COPS MORE '98 Phase I
	COPS MORE '98 Phase II
	COPS in Schools
	ATPA '04
	CRT '04 (VOCA)
	DART '04 (VAWA)
	OVAG '04
	SHOCAP '04
	NIBRS
	TX Dot COMP STEP 04
	TXDOT Safe Communities
	Underage Drinking Initiative '04
	VCLG '04
	RMS Enhancement-Block Grant
	LLEBG-RMS
	Youth Offender Demo Grant
	COPS MORE Auto Ticket

Grant Number(s):	Grant Amounts:
I4PSWP574Z	\$ 1,882,344
95CCWX0207	\$12,090,700
95CCWX0207	\$ 5,719,850
1999CLWX0259	\$ 1,097,736
1999CLWX0259	\$ 897,795
95CCWX0207	\$ 490,320
SA-T01—10050-04	\$ 745,284
VA-03-V30-13590-05	\$ 68,133
WF-03-V30-13413-06	\$ 137,971
04G02082	\$ 67,156
JB01J201335904	\$ 259,901
P4050028	\$ 175,000
584XXF6024	\$ 240,852
584XXF6055	\$ 59,477
JB-02-J20-15026-05	\$ 205,917
04G03661	\$ 38,879
LB-BX-2249	\$ 403,076
2002-LB-BX-2274	\$ 485,266
G210330/05356	\$ 349,125
2002CLWX0009	\$ 832,500

**CITY OF EL PASO
EQUAL EMPLOYMENT OPPORTUNITY PLAN
SHORT FORM**

I. INTRODUCTION:

The City of El Paso is a Charter City with a strong Mayor Council form of government. On February 7, 2004, the City Charter was amended to change the form of government and add a professional City Manager. The Council-Manager form of government shall take effect on September 1, 2004.

The City of El Paso's hiring and employment practices are governed by a civil service charter which provides for a nine member Civil Service Commission to oversee the fairness, economy and efficiency of the system, and to hear grievances by or against employees. Vacancies in city civil service are filled from lists of eligibles established by competitive job-related examinations which are widely advertised, and which are developed and administered by the Human Resources Department under the supervision of the Civil Service Commission. On January 20, 2001, the City Charter was amended to change the Rule of Three to the Rule of Five, by vote of the people. The appointing authority must abide by the Rule of Five which provides that selections must be made from the top five applicants certified for each opening, thus increasing the opportunity of meeting the City's goals for minorities and females. In the case of multiple vacancies in the same classification, the appointing authority receives one additional applicant for each additional opening.

The City has aggressively pursued Equal Employment Opportunity through its recruitment, selection and training programs, and is dedicated to delivering quality services to citizens through organizational excellence, outstanding customer service, utilizing available information technology and partnerships with the Community.

II. POLICY:

It is the policy of the City of El Paso to identify and remove artificial barriers to employment and promotion for all individuals, and to make aggressive efforts to attract and assist members of historically disadvantaged groups to qualify for employment and promotion.

In keeping with the above, it is the policy of the City to select, develop, and promote applicants and employees based on objective measures without discrimination on the basis of race, color, religion, sex, national origin, age, political affiliation, or disability, or any other non-job related characteristic. Similarly, the City shall administer all other human resources matters, such as compensation, benefits, transfers, and layoffs, in accordance with this policy.

It is also the policy of the City to maintain a working environment free of harassment and intimidation, and to foster the fair and respectful treatment of employees and individuals interested in employment with the City.

III. UNDERUTILIZED ANALYSIS NARRATIVE:

It is the City's position, that, overall, the City of El Paso has a diverse workforce which is comparable to the available community workforce. In fact, women and minorities comprise over 82% of the City's workforce. The City recognizes that the specific categories of female employees described below are under represented and it is actively seeking to improve representation. Please refer to Attachments A-C.

A criterion threshold of 5% was used to identify problem areas for historically under represented minorities and women found in Attachment C - Utilization Analysis. The criterion was selected so that the City may focus its Equal Opportunity effort to reach the most significantly underutilized job categories during the duration of this plan. Under the criteria no problem areas were identified for minority males, (Black, Hispanic, Asian, Pacific Islander, American Indian and Alaskan Native), who make up 59.2% of the City's total workforce. Under utilization of Hispanic and White females was identified and is described below.

- Professionals
White females are under represented.
- Technicians
White & Hispanic females are under represented.
- Protective Services
Patrol Officers - White and Hispanic females are under represented.
- Para-Professional
Hispanic females are under represented.
- Office/Clerical
White females are under represented.
- Skilled Craft
Hispanic females are under represented.
- Service Maintenance
Hispanic females are under represented.

IV. OBJECTIVES AND STEPS TO REMEDY UNDER REPRESENTATION

In order to address the under utilization in the Occupational categories as identified, it is our goal to increase the number of qualified Hispanic and White female candidates available for employment to hiring departments through focused, intensive recruitment campaigns. Human Resources department staff will also work more closely with hiring departments to identify opportunities and develop focused strategies for reaching equal employment opportunity goals.

To implement these objectives, the Human Resources Department will do special recruiting to effectively reach out to all the citizens of El Paso to assure that the City's applicant pool is fully representative of its population, and work with departments to implement the strategies identified. These strategies, many of which are on-going, are as follows:

1. Objective: To Create a Sufficient Pool of Qualified White and Hispanic female candidates from which to make selections for non-traditional jobs such as those in the skilled craft, maintenance and technical job areas:
 - Target recruitment efforts to local colleges and trade schools with a significant female Hispanic student body, and which sponsor training for such occupations, such as the El Paso Community College and Western Technical Institute. Continue to seek out new sources for recruiting and establish contacts with key individuals in these institutions and organizations.
 - Continue to place job advertisements on the City's official web-site and in publications such as the El Paso Times, which has a large Hispanic readership, and distribute to local organizations, which represent women's groups and interests. When funds are available, use television and radio spots and introduce on-line application technology.
 - Increase participation in school to work programs such as high school vocational and technical programs, college cooperative education and internship programs, and federal work-study programs, in order to expose and encourage students to seek careers in the City service.
 - Continue to scrutinize job specifications and selection devices to insure they represent absolute minimum qualifications essential for entry into the position, and to insure they are job related. Where feasible, create entry-level jobs at the trainee level.
 - Where possible participate in programs such as welfare to work especially when clients are predominantly minority females to allow these individuals to gain experience to potentially qualify them for City jobs.

2. Objective: To Create a Sufficient Pool of Qualified Hispanic and White female candidates to fill jobs in the professional and paraprofessional job categories.
 - Increase participation in local and regional job fairs and career days at both the high school and college level to provide information and explain benefits and rewards of careers in City service.
 - Feature more women prominently in recruitment ads and brochures. Where possible use women to promote departments goals and services to the public.
 - Promote the City's Tuition Reimbursement Program to assist current female employees in furthering their education and training in professional and paraprofessional fields.
 - Encourage uniformed female employees to further their professional development by publicizing the new education incentive pay offered in collective bargaining agreements.
3. Objective: To create a sufficient pool of qualified Hispanic and White female candidates for entry level protective services jobs; to reduce turnover of current Hispanic and White female employees in these jobs, and to encourage and support promotion to positions of greater responsibility and pay for these individuals.
 - Increase participation in job fairs and career days utilizing women employees to represent the department where feasible.
 - Widely disseminate job announcements to both local and regional organizations; and continue with partnerships with Ft. Bliss to recruit separating female enlisted personnel.
 - Feature women prominently in recruitment ads and brochures, and where possible utilize women as departmental public relations officers, and in positions with high public visibility, such as the Crime Stoppers Program.
 - Explore funding sources for a special recruiting unit whose sole responsibility will be the recruitment of a diversified pool of qualified applicants.
 - Mentor women officers to enhance their opportunities for promotion. Where possible appoint women officers to special task forces and assignments which allow exposure to new knowledge and skills. Honor where possible requests for special assignments which will provide female officers with unique opportunities for development.
 - Publicly recognize achievements and promotions of female officers.

- Formally evaluate department's actions at least on an annual basis to understand progress toward diversity.
- Expand training programs on gender discrimination and sexual harassment; and promptly investigate all complaints received.
- Continue exploring the need for and feasibility of contracting out a validation study of entry-level selection devices.
- Utilize women's focus groups to identify new recruitment sources, to study turnover statistics, exit interview information and to identify artificial barriers which hinder recruitment and promotion.

V. DISSEMINATION:

The City has designated Terry A. Bond, Human Resources Director, to implement its Equal Employment Opportunity Program. Ms. Bond will have the primary responsibility to ensure that the City's EEOP is disseminated throughout the organization and made available to interested members of the public.

INTERNAL:

- The EEOP will be distributed to all departments and posted on bulletin boards or other conspicuous places where employees gather.
- All department heads, managers, and supervisors will be briefed regarding EEOP and related policy.
- All new hires will be made aware of EEO policies during their initial orientation.
- Copies of the plan will be available for review by any employee in the Human Resources Office, and on the City's intranet web portal.

EXTERNAL:

- EEO policies and objectives will be communicated at career fairs and during recruitment trips.
- All recruitment notices will identify the City of El Paso as an Equal Opportunity Employer.
- Copies of the EEOP will be available for review upon request by government agencies, various organizations and interested members of the public by the Human Resources Department.

ATTACHMENT A -- CITY OF EL PASO, TEXAS

MALE							FEMALE				
Job Category	Total	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators	83 100.0%	1 1.2%	26 31.3%	24 28.9%	2 2.4%	0 0.0%	1 1.2%	14 16.9%	15 18.1%	0 0.0%	0 0.0%
Professionals	492 100.0%	7 1.4%	130 26.4%	171 34.8%	6 1.2%	0 0.0%	6 1.2%	70 14.2%	100 20.3%	2 0.4%	0 0.0%
Technicians	206 100.0%	3 1.5%	47 22.8%	124 60.2%	0 0.0%	1 0.5%	1 0.5%	6 2.9%	24 11.7%	0 0.0%	0 0.0%
Protective Services	794 100.0%	13 1.6%	254 32.0%	474 59.7%	6 0.8%	0 0.0%	4 0.5%	15 1.9%	27 3.4%	1 0.1%	0 0.0%
Patrol Officers	1,166 100.0%	20 1.7%	201 17.2%	844 72.4%	10 0.9%	5 0.4%	1 0.1%	16 1.4%	68 5.8%	0 0.0%	1 0.1%
Para-Professionals	195 100.0%	5 2.6%	12 6.2%	70 35.9%	0 0.0%	0 0.0%	3 1.5%	23 11.8%	81 41.5%	0 0.0%	1 0.5%
Office/Clerical	990 100.0%	8 0.8%	50 5.1%	202 20.4%	2 0.2%	2 0.2%	22 2.2%	117 11.8%	579 58.5%	3 0.3%	5 0.5%
Skilled Craft	585 100.0%	4 0.7%	150 25.6%	426 72.8%	1 0.2%	0 0.0%	0 0.0%	3 0.5%	1 0.2%	0 0.0%	0 0.0%
Service/ Maintenance	1,272 100.0%	58 4.6%	147 11.6%	928 73.0%	2 0.2%	5 0.4%	6 0.5%	23 1.8%	101 7.9%	2 0.2%	0 0.0%
	5,783	119	1,017	3,263	29	13	44	287	996	8	7

POLICE DEPARTMENT

Job Category	Total	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Chiefs, Deputy Chiefs	6 100.0%	0 0.0%	3 50.0%	3 50.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
Captains, Inspectors	10 100.0%	1 10.0%	5 50.0%	1 10.0%	1 10.0%	0 0.0%	0 0.0%	0 0.0%	2 20.0%	0 0.0%	0 0.0%
Lieutenants	41 100.0%	2 4.9%	13 31.7%	24 58.5%	1 2.4%	0 0.0%	0 0.0%	1 2.4%	0 0.0%	0 0.0%	0 0.0%
Sergeants, Detectives	286 100.0%	6 2.1%	73 25.5%	169 59.1%	1 0.3%	0 0.0%	3 1.0%	10 3.5%	23 8.0%	1 0.3%	0 0.0%
TOTALS	343 100.0%	9 2.6%	94 27.4%	197 57.4%	3 0.9%	0 0.0%	3 0.9%	11 3.2%	25 7.3%	1 0.3%	0 0.0%

KEY B - BLACK A/PI - ASIAN OR PACIFIC ISLANDER
 W - WHITE AI/AN - AMERICAN INDIAN OR ALASKAN NATIVE
 H - HISPANIC

Data as of June 30, 2003

ATTACHMENT B -- **COMMUNITY LABOR STATISTICS (CLS)***

		MALE						FEMALE					
Job Category		Total	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN	
Officials/Administrators		29,621	432	8,805	9,848	256	62	308	4,554	5,159	179	18	
		100.0%	1.5%	29.7%	33.2%	0.9%	0.2%	1.0%	15.4%	17.4%	0.6%	0.1%	
Professionals		38,722	697	9,879	7,504	373	77	816	10,264	8,843	209	60	
		100.0%	1.8%	25.5%	19.4%	1.0%	0.2%	2.1%	26.5%	22.8%	0.5%	0.2%	
Technicians		9,343	213	2,391	3,531	53	11	106	1,054	1,921	63	0	
		100.0%	2.3%	25.6%	37.8%	0.6%	0.1%	1.1%	11.3%	20.6%	0.7%	0.0%	
Protective Services	Officials	5,189	222	1,710	2,612	16	0	16	186	415	12	0	
		100.0%	4.3%	33.0%	50.3%	0.3%	0.0%	0.3%	3.6%	8.0%	0.2%	0.0%	
	Patrol Officers	87,807	1,381	12,126	30,900	345	133	1,427	11,707	29,284	406	98	
		100.0%	1.6%	13.8%	35.2%	0.4%	0.2%	1.6%	13.3%	33.4%	0.5%	0.1%	
Para-Professionals		5,953	24	274	535	0	0	284	929	3,802	62	43	
		100.0%	0.4%	4.6%	9.0%	0.0%	0.0%	4.8%	15.6%	63.9%	1.0%	0.7%	
Office/Clerical		51,627	391	4,038	11,002	93	114	1,168	9,984	24,383	385	69	
		100.0%	0.8%	7.8%	21.3%	0.2%	0.2%	2.3%	19.3%	47.2%	0.7%	0.1%	
Skilled Craft		24,099	343	4,631	17,208	50	52	24	354	1,419	7	11	
		100.0%	1.4%	19.2%	71.4%	0.2%	0.2%	0.1%	1.5%	5.9%	0.0%	0.0%	
Service/Maintenance		72,788	1,113	5,569	36,601	135	163	600	3,458	24,746	369	34	
		100.0%	1.5%	7.7%	50.3%	0.2%	0.2%	0.8%	4.8%	34.0%	0.5%	0.0%	

KEY B - BLACK A/PI - ASIAN OR PACIFIC ISLANDER
 W - WHITE AI/AN - AMERICAN INDIAN OR ALASKAN NATIVE
 H - HISPANIC

POLICE DEPARTMENTS, PLEASE NOTE: For "Officials," use CLS # for Protective Services.

POLICE DEPARTMENTS, PLEASE NOTE: For "Patrol Officers," use CLS # for Civilian Labor Force.

* Sources: EEO-4 Groups by Race/Sex, and Workforce by Age and Education/Race/Sex, Metropolitan Area: EL Paso, TX MSA, 1990 Census of Population.

ATTACHMENT C – UTILIZATION ANALYSIS , CITY OF EL PASO, TEXAS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		Black	White	Hispanic	Asian	American Indian	Black	White	Hispanic	Asian	American Indian
Officials/Administrators											
Workforce %		1.2%	31.3%	28.9%	2.4%	0.0%	1.2%	16.9%	18.1%	0.0%	0.0%
CLS %		1.5%	29.7%	33.2%	0.9%	0.2%	1.0%	15.4%	17.4%	0.6%	0.1%
Utilization%		-0.3%	1.6%	-4.3%	1.5%	-0.2%	0.2%	1.5%	0.7%	-0.6%	-0.1%
Professionals											
Workforce %		1.4%	26.4%	34.8%	1.2%	0.0%	1.2%	14.2%	20.3%	0.4%	0.0%
CLS %		1.8%	25.5%	19.4%	1.0%	0.2%	2.1%	26.5%	22.8%	0.5%	0.2%
Utilization%		-0.4%	0.9%	15.4%	0.2%	-0.2%	-0.9%	-12.3%	-2.5%	-0.1%	-0.2%
Technicians											
Workforce %		1.5%	22.8%	60.2%	0.0%	0.5%	0.5%	2.9%	11.7%	0.0%	0.0%
CLS %		2.3%	25.6%	37.8%	0.6%	0.1%	1.1%	11.3%	20.6%	0.7%	0.0%
Utilization%		-0.8%	-2.8%	22.4%	-0.6%	0.4%	-0.6%	-8.4%	-8.9%	-0.7%	0.0%
PROTECTIVE SERVICES	OFFICIALS										
	Workforce %	1.6%	32.0%	59.7%	0.8%	0.0%	0.5%	1.9%	3.4%	0.1%	0.0%
	CLS %	4.3%	33.0%	50.3%	0.3%	0.0%	0.3%	3.6%	8.0%	0.2%	0.0%
	Utilization%	-2.7%	-1.0%	9.4%	0.5%	0.0%	0.2%	-1.7%	-4.6%	-0.1%	0.0%
	PATROL OFFICERS										
	Workforce %	1.7%	17.2%	72.4%	0.9%	0.4%	0.1%	1.4%	5.8%	0.0%	0.1%
	CLS %	1.6%	13.8%	35.2%	0.4%	0.2%	1.6%	13.3%	33.4%	0.5%	0.1%
	Utilization%	0.1%	3.4%	37.2%	0.5%	0.2%	-1.5%	-11.9%	-27.6%	-0.5%	0.0%
Para-Professionals											
Workforce %		2.6%	6.2%	35.9%	0.0%	0.0%	1.5%	11.8%	41.5%	0.0%	0.5%
CLS %		0.4%	4.6%	9.0%	0.0%	0.0%	4.8%	15.6%	63.9%	1.0%	0.7%
Utilization%		2.2%	1.6%	26.9%	0.0%	0.0%	-3.3%	-3.8%	-22.4%	-1.0%	-0.2%
Office/Clerical											
Workforce %		0.8%	5.1%	20.4%	0.2%	0.2%	2.2%	11.8%	58.5%	0.3%	0.5%
CLS %		0.8%	7.8%	21.3%	0.2%	0.2%	2.3%	19.3%	47.2%	0.7%	0.1%
Utilization%		0.0%	-2.7%	-0.9%	0.0%	0.0%	-0.1%	-7.5%	11.3%	-0.4%	0.4%
Skilled Craft											
Workforce %		0.7%	25.6%	72.8%	0.2%	0.0%	0.0%	0.5%	0.2%	0.0%	0.0%
CLS %		1.4%	19.2%	71.4%	0.2%	0.2%	0.1%	1.5%	5.9%	0.0%	0.0%
Utilization%		-0.7%	6.4%	1.4%	0.0%	-0.2%	-0.1%	-1.0%	-5.7%	0.0%	0.0%
Service/Maintenance											
Workforce %		4.6%	11.6%	73.0%	0.2%	0.4%	0.5%	1.8%	7.9%	0.2%	0.0%
CLS %		1.5%	7.7%	50.3%	0.2%	0.2%	0.8%	4.8%	34.0%	0.5%	0.0%
Utilization%		3.1%	3.9%	22.7%	0.0%	0.2%	-0.3%	-3.0%	-26.1%	-0.3%	0.0%

*1990 Census Data